



Alpena County Home Improvement Program

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www.alpenacounty.org

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MEMORANDUM

DATE: May 3, 2023

TO: Alpena County Board of Commissioners

FROM: Nicki Janish

SUBJECT: USDA – Rural Development Housing Preservation Grant (HPG)

MESSAGE: The Alpena County Home Improvement Program would like to apply to USDA – Rural Development for the 2023 Housing Preservation Grant (HPG) in the amount of \$100,000. The matching funds for this grant are CDBG/Program Income in the amount of \$75,000.

The Alpena County Home Improvement Program has applied for and been awarded several Housing Preservation Grants in the past. The last grant awarded was in 2022 for \$137,220 which is still currently being administered.

I am seeking Board approval to apply for said grant, and would further ask that the Chairman of the Board be authorized to sign the pre-application and future documents relating to this HPG application.

The pre-application deadline is June 5, 2023.




This Institution is an Equal Opportunity Provider
Hearing Impaired and/or Disabled Applicants Can Call
Michigan Relay System Text Telephone
1-800-649-3777



Contract / Leases / Agreements / Grants Form

This is	New	<input checked="" type="checkbox"/>	Renewal		Filling this out on a computer? Please type an X into the appropriate box.
This is a Grant	Yes	<input checked="" type="checkbox"/>	No		If you marked YES this needs to go through Grant Review .
This is an	Agreement <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Lease <input type="checkbox"/> Other _____:				
Name of Entity who Contract / Lease / Agreement / Grant is with	USDA – Rural Development				
Project Name	Housing Preservation Grant (HPG)				
Attorney Review	All Contracts / Leases / Agreements / Grants must have Attorney Review and approval through the Commissioner's Office.				
Insurance Review	All Contracts / Leases / Agreements / Grants must have appropriate insurance coverage per the attached list. It is the Department Heads responsibility to make sure that all requirements are met and listed on the insurance certificate.				
Total Amount	\$100,000				
Organization Match	\$75,000				
County Match	\$0.00				

I have reviewed and approved this Contract / Lease / Agreement / Grant and attached appropriate insurance:

 The Department Head Requesting	5/3/2023 Date Signed
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GRANT REVIEW COMMITTEE APPROVAL:

County Clerk:	Date Signed:	I am requesting a meeting	
County Treasurer:	Date Signed:	I am requesting a meeting	
Finance Chairman:	Date Signed:	I am requesting a meeting	
County Administrator:	Date Signed:	I am requesting a meeting	

Please do NOT mark below this line

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INTEROFFICE USE ONLY

Date Received:	Date Sent for Attorney Review:
Attorney Approval Received:	Insurance Received: